

**Minutes of the Meeting of East Challow Parish Council,
Wednesday 12 July 2017 at 7.30pm at the Village Hall**

Present: Cllr Vanessa Bosley, Cllr Frances Webb, Cllr Iris Game
Clerk: Sheryl Sanders

One Member of the Public

		Action
212/17	APOLOGIES FOR ABSENCE: Apologies received from PCSO Howard Pack, Julia Evans (RFO), Cllr Vigor-Molyneaux and Cllr Constance	
213/17	MINUTES OF MEETINGS HELD 14 June 2017 Cllr Bosley proposed accepting the minutes. Cllr Webb seconded. RESOLVED. Minutes of AGM held 10 May 2017- Cllr Bosley proposed accepting the minutes. Cllr Webb seconded. RESOLVED.	
214/17	DECLARATIONS OF INTEREST: None were declared	
215/17	PUBLIC DISCUSSION TIME: Nothing was discussed.	
216/17	COUNTY COUNCIL AND DISTRICT COUNCIL MATTERS: District Council: Cllr Yvonne Constance was not present at the meeting. Her report was read by the clerk and the main points are detailed below: The new 7 year contract for Stanford in the Vale (and 6 others) recycling tip is to remain open on all days and the same hours as before. Officers at the Vale were impressed with the number of responses received from members of the public regarding the need for the tip. The unitary proposal has not made any progress and there is not expectation that it will get approval in this government. The new pound coin does not fit in the parking meters in Oxford city, but new meters will be installed in the future. The new recycling target is to be increased further- to be all waste separation. Oxfordshire is currently 60%, which is one of the highest, but other areas report up to 80% recycling and we are no longer the highest in the UK. A campaign is needed to tell residents they can use any kind of liner (or none) in food caddies. We need to separate and keep separating waste until it can be used in a productive way.	
217/17	POLICING REPORT: No policing report was available. The clerk had invited Sgt Kevin Hickman to attend the meeting on 12 July 2017 to discuss speeding, parking, crime and dog fouling. Sgt Kevin Hickman did not attend the meeting.	

	<p>It was noted that PCSO Howard Pack had been in the village a lot more recently.</p> <p>The clerk will find out from PCSO Howard Pack when we are likely to have use of SID, the mobile speeding camera in the village.</p> <p>The clerk will approach neighbouring parishes Charney Basset and the Hanneys to ask if we may borrow their speed gun.</p> <p>The clerk will respond to an email received from a member of the public regarding speeding saying that ECPC aware of the problem.</p>	Clerk
	MATTERS ARISING	
218/17	<p>ASSET REGISTER</p> <p>The councillors will arrange a time to walk the village to review and update the Asset Register.</p>	c/f Cllr Bosley Cllr Webb
219/17	<p>GRANTS POLICY</p> <p>The clerk will provide the councillors with another copy of the policy for review.</p>	The clerk
220/17	<p>Chairman's Allowance</p> <p>As all councillors were not present it was decided to carry this forward to the next meeting.</p>	c/f
221/17	<p>IMPLEMENTATION OF COMMUNITY BUS</p> <p>At the previous meeting It was suggested that the clerk could apply to Jewsons, Waitrose and The Roundtable for a donation. Jewson's are not offering grants at the moment – we will try for the next round. The clerk will contact the Roundtable but Waitrose green tokens are only available to charities.</p> <p>Cllr Bosley was unable to contact St John Dickson regarding the Wantage Area Fund available from VWHDC. Cllr Bosley will contact him upon his return from holiday.</p> <p>The Tesco Bags of Help are offering grants to local community projects. Cllr Webb will look into this.</p>	c/f The clerk c/f Cllr Bosley c/f Cllr Webb
222/17	<p>Village Reclassification:</p> <p>Cllr Webb reminded the councillors that a vale officer had said the re-classification of the village would not be re-considered and the clerk referred to an email that had been received in September 2016 from Cllr Yvonne Constance - she said that the VWHDC will not re-classify villages as it would interfere with the Local Plan.</p>	
223/17	<p>DISPUTE RESOLUTION PROCESS</p> <p>The clerk distributed the paperwork to the councillors. The clerk will liaise with the chair regarding what actions need to be taken. The clerk was asked to re-send the information regarding this.</p>	Clerk

224/17	<p>ENVIRONMENTAL MATTERS</p> <p>The clerk has re-sent the request to FixMyStreet regarding the overgrown bushes behind the Goodlake Arms and also the upper and lower footpaths by the Goodlake Arms. It was suggested that the community payback team might be able to assist with this. It was reported that the drains in Letcombe Hill are full again.</p>	Clerk
225/17	<p>REVIEW OF CEMETERY RULES</p> <p>The chairman asked for copies of the cemetery rules to be given to the councillors for review. The clerk will add this to the agenda for August.</p>	Clerk/Councillors
	<p>AGENDA ITEMS</p>	
226/17	<p>PLANNING MATTERS :</p> <p>P17/V1837/FUL (5 Hill View) – to demolish existing garages to side garden and construct a 3 bedroom house. The plans were discussed during the meeting but the planning sub-committee required further time to view the site and therefore a final decision will be made outside of the meeting. The clerk will respond to the application once the site meeting has taken place.</p> <p>P17/V1407/FUL -Talbot Hall House, Main Street, Conversion of existing garage into residential annexe. The Parish Council does not object to the proposed planning – but would like to comment about the potential lack of parking.</p>	Clerk
227/17	<p>ACCOUNTS</p> <p>Approval of June Payments:</p> <p>The full list of payments is attached to the minutes. The accounts for payment for July 2017 £2941.55 There was a query with the SSE invoice as it had been estimated despite meter readings being given to SSE in April 2017, consequently the cheque was not signed. Meter readings will be taken again by the Cllr Bosley. Cllr Bosley proposed and Cllr Webb seconded the remaining payments.</p> <p>Cllr Game should have received a user ID and keypad token for online access to the co-op bank account. She will check to see if she has received these. It was decided to leave the current signatories as they are (VB,JE, FW, IG) until a new RFO has been recruited.</p>	
228/17	<p>NEIGHBOURHOOD PLAN</p>	

	Cllr Webb reported that the next meeting will be 4 September 2017 when the findings of the questionnaire will be discussed.	
229/17	<p> GROUNDS MAINTENANCE</p> <p>Top Cemetery: The cemetery plan with additional new plots for ashes needs up-dating. The clerk will update.</p> <p>Mr Holt (Holts Landscapes) had approached the Chair as he felt the new cemetery needed more cuts than requested on the contract. It was agreed that if additional cuts are needed Mr Holt will be instructed as and when.</p> <p>An elderberry tree on the village green needs to be removed. Cllr Bosley will get a quote to do this. A cherrytree also needs to be looked at on the lower village green.</p> <p>The road-side hedge between Claypit Lane and the entrance to Pine Lodge on the A417 needs to be cut. The clerk will obtain a quote.</p>	<p>The clerk</p> <p>c/f Cllr Bosley</p> <p>The clerk</p>
230/17	<p> RECREATION AREA</p> <p>Play Area/inspection: The handyman has been unable to replace all the wooden edges around the safety matting due to his incapacity at this time.</p> <p>Tennis Court: The tennis court has been swept.</p> <p>Pavilion: The clerk has submitted all the information required by the insurance company and has chased them recently for an update on the claim for the water-damaged pavilion ceiling.</p> <p>Football Pitch: It was noted that the grass around the goal mouth has worn away.</p> <p>Allotments: The clerk will approach a resident of Old School Lane to see if he would like to be a spokesperson for the allotment holders.</p> <p>Parish Carpark: Adjacent to the school. Conker trees have been trimmed. Cllr Bosley will attempt to find out who did the work. It was noted that a target has been placed on a conker tree.</p>	<p>c/f Handyman</p> <p>Clerk</p> <p>C/f Cllr Bosley</p>
231/17	<p>Matters Arising from APM:</p> <p>It was noted that the October Parish Council meeting would not be quorate. Therefore, there will not be a meeting. The clerk will update the website accordingly.</p>	<p>Clerk</p>

232/17	<p>FOOTPATHS/RIGHTS OF WAY</p> <p>Cornhill/Green Lane All councillors and one resident from West Challow met with the countryside officer, Arthur McEwan-James and walked Cornhill Lane. It was agreed that he will repair part of the lane. He will produce a report outlining what he proposes. The clerk will chase him for his report.</p>	Clerk
233/17	<p>RESIGNATION OF THE LITTER PICKER It was agreed that the route of the litter picker should be looked at and revised if necessary before the job is advertised. The clerk will find the original route and let the chairman have a copy.</p>	Clerk
234/17	<p>DEFIBRILLATOR The defibrillator is now connected and 'live'. The clerk has received gold paint, but still waiting for the red paint. The chairman agreed to do a weekly check to make sure the green light is flashing. The clerk will instruct the village handyman to perform a more detailed monthly check. His findings will be reported to the clerk who will fill in the online check. The clerk will put information on the website regarding the installation of the defibrillator.</p>	Clerk
235/17	<p>PARISH NOTICE BOARDS The notice boards require attention. Councillors will assess what is required to improve the appearance.</p>	All Councillors
236/17	<p>CLERK'S CORRESPONDENCE Request for donation towards church toilet/catering facilities – will be added to August agenda. Request for donation towards Challow News – will be added to August agenda. Request from a parishioner to continue discussions regarding the loan of speed gun.</p>	
237/17	<p>ITEMS FOR CHALLOW NEWS As there is no issue of Challow News in August, items for the September issue will be discussed at the August meeting.</p>	Clerk
238/17	<p>CLOSED SESSION The Responsible Financial Officer vacancy was discussed. There were no applicants and it was proposed that the current RFO continued in the position. The Chair proposed and the Vice Chair seconded.</p>	

The meeting closed at 10.30 and was followed by the closed session.